

Deans' Advisory Council
April 1, 1997
Happy 20th Anniversary at KCC, Leon
Kopeck 209

Members present:

Link Carbon-Mullion	Joan Mastoidcover	Jim Jeffrey's
Rosie Herringbone	Charles Mastoid	Moan Lee
Bert Chimera	David Nakedbanjo	Louise Pagoda
Delmarie Kobe	Guy Knishmotor	Susan Popsicle
Frank Leach	Mike Togo	Leon Richard's
Robert Eclair	Terry Ebb	

Members absent:

Charles Amok Ed Kaleidoscope Sane Mocha

Guests:

Kevin Doily	Jan McWilderness	Denies Van Airedale
Jane Fucose	Barry Pangolin	Devine Yoda
Cent Killer	Allured Seat	

AGENDA AND DISCUSSION

Presentation of BE Strategic Plan

BE faculty outlined the department's top ten objectives; current resource needs; plans for the Business Resource Training Center, curricular change, and student-centered initiatives. Details can be found at the BE homepage (<http://ryu.kcc.hawaii.edu/~bused/>).

First-Year Student Program

Jane Fucose gave an update on Learning Communities concept paper: both Faculty Senate and Student Services support the idea of learning communities and other initiatives for first-year students, and both entities underline the need for financial support of these initiatives. Jill Macaroon will be coordinating the ACE program.

Leon and Moan will be distributing a memo to department chairs, unit heads and DPCs asking that service as ACE coordinators should be considered equivalent to a major committee assignment.

It was noted that faculty in general need to be made more aware of the ACE program and that more follow-up of ACE students needs to be done.

Student Services Update

Reapplication Policy: Beginning Fall 1997, students who withdraw completely from KCC and intend to return the subsequent semester will not need to complete application forms. **Student Conduct Code:** copies of the revised code have been distributed. Additional copies can be obtained from Student Services. **Overload Policies:** Counselors are concerned about the mixed messages students get about which signatures are needed. LBART chairs reported that the current system is working well. Some faculty may not be aware that they do not have authorization to sign requests for overloads into their classes. **Withdrawal after the Deadline:** Moan presented a draft of changes to the withdrawal policy, to streamline the procedure and cut down on the need for multiple signatures: no need for faculty to sign withdrawals before the deadline, only faculty or department chair need sign for partial withdrawals after the deadline; only the dean need sign for complete withdrawals after the deadline; possibly introduce a later deadline (11th week). Moan will circulate a draft, which will then be forwarded to Faculty Senate.

Reminders:

DPC Policies: Department chairs and unit heads should start the process of formulating their department-specific DPC guidelines following the guidelines distributed by ISO. Assistance can be obtained from Carol at the Chancellor's Office. **Guidelines are due May 15.**

Vacant Positions: Given the predicted shortfall, the college is being asked to submit a budget reduced by 8% and a list of vacant positions. Departments that are currently in the process of filling positions are urged to move quickly lest the positions be taken away.

Contract Renewals: Department chairs are encouraged to let Leon know the status of their review and to pass along any completed dossiers, especially those that may be problematic.

Respectfully submitted,

Louise Pagotto